



Manning Control
Authority
(BUPERS)

6 February 2003

MCAB Major Manpower Claimants,

Below are a few things that are worth reading:

Priority Manning Requests:

It's that time of the year for MMC's to solicit the commands under their cognizance to find out who requires Priority Manning. With that said, it's a good time now to address Priority Manning to ensure we are all on the same sheet. First let's get all the required reading done:

ENLISTED TRANSFER MANUAL (NAVPERS 15909G)(Article 1.023): The CNO and the MCAs have directed that certain activities be given priority in the assignment of personnel assets. These priorities are termed CNO Priority 1 and 2, and MCAB Priority 3. OPNAVINST 1000.16J contains a detailed explanation of these priorities, their usage, and how personnel assets are allocated to meet the priorities. The priority that is assigned to a rating or NEC within an activity is indicated by the second digit of the NMP rule displayed in Section 5 of the EDVR. A zero indicates no priority while a 1, 2, or 3 indicate a CNO priority 1 or 2, and MCAB Priority 3.

OPNAVINST 1000.16J (Page 6-10; Para 3a-c):

- **Priority 1:** Ships and activities whose mission success is deemed vital to the highest national interests and which require some degree of priority manning for an indefinite period of time may be authorized Priority 1 manning. Priority 1 manning shall be limited to that position of the activity absolutely essential to mission success.
- **Priority 2:** Ships and activities whose mission success is deemed essential to the national interest and which have specific need for increased manning for a specific period of time to carry out their mission may be authorized Priority 2 manning. Priority 2 manning shall be limited to that portion of the activity absolutely essential to mission success.
- **Priority 3:** Ships and activities which have a specific need for increased manning above the normal manning level for specific mission accomplishment may be authorized Priority 3 manning by their respective MCA. Priority 3 manning shall not normally be authorized for periods in excess of 1 year.

Submission Procedures:

Initial requests for Priority 1 or 2 manning must be forwarded to PERS 452A1 via the activity's MCA, with copies to the remaining three MCA's (COMPACFLT, COMLANTFLT, COMNAVRESFOR, as appropriate).

Requests for continuation of an existing Priority 2 manning authorization must be forwarded via the activity's MCA to reach PERS 452a1 not later than 1 month prior to the date the authorization would expire. Copies must be provided to the three other MCA's.

Requests for Priority 3 Manning must be forwarded to the appropriate MCA through the activity's admin chain of command. No need to send copies to the other MCA's.

Format:

Requests for priority manning, both initial and requests for continuation, must contain: (1) activity name; (2) activity 10-digit code or UIC; (3) Priority Manning level requested (Priority 1 or 2 manning); (4) Category requiring priority manning (i.e. activity, rating, or NEC community); (5) Priority Manning Code (see figure 6-1 on page 6-14 of the OPNAVINST 1000.16J); (6) Beginning and termination dates for requested priority manning, in months and calendar years; (7) complete justification for priority manning; (8) stated mission of the requesting command; and (9) how that particular rate/rating/NEC impacts the accomplishment of the mission of the command.

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PERS 452A1 Point of Contact: LT Long; P452A1@persnet.navy.mil; DSN 882-4682.